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FOREST & ENVIRONMENT DEPARTMENT

RESOLUTION

The 17th June 2006

SUBJECT : Constitution of a Policy Analysis and Strategic Planning Unit.

1. Forest & Environment Department has embarked on an Orissa Forestry Sector Vision 2020 to foresee the effective forestry sector. This has given an opportunity to formulate strategies, action plans and policies which are attainable through human and financial resources. In the context of overall vision, there is less likelihood of any investment in disjointed or *ad hoc* manner. Likewise, proposals for investments could be structured to focus on the gaps. State Government are committed to reduce poverty and improve forestry management and, therefore, the need for an agency which can significantly strengthen Forest Monitoring Systems and create capacities within the State Government and in Forest Department with a view to develop proper policies/ programmes/ projects and track the impact of reforms/ strategies. DFID, India is supporting the Government of Orissa in a project with a view to enable the Orissa Forest Department to achieve the project outputs.

2. With a view to track the progress of sustainable forest planning and operation, improving environmental services from forests, developing appropriate forest operation and procedures, human resource development and proper livelihood approaches as well as assessing the impact of various programmes and policies, it has been considered expedient to constitute a Policy Analysis and Strategic Planning Unit (PASPU) as an autonomous organization under the administrative control of the Government of Orissa, Forest & Environment Department. The Policy Analysis and Planning Unit shall be operating as a Unit contributing to strategic sector and inter-sector planning and facilitating the change process. The Unit will have necessary operational flexibility and subject to the overall directions and control of the State Government.

3. PASPU is to carry out co-ordination and policy convergence functions. Main functions of the PASPU would be for development of coherent and effective Government policy and strategy. The purpose of PASPU will be to equip the Forest Department and Government of

Orissa to respond timely and adequately through policy shifts and change. The Unit would enable Forest Department to achieve project outputs for imparting on pro-poor growth through creation and enhancing of livelihood and employment opportunities and revenue generation.

4. Constitution of Unit :

The Unit shall be called 'Policy Analysis and Strategic Planning Unit'. The registered office of the Unit shall be in the Orissa State Secretariat, At/P.O. Bhubaneswar. The Government may, however, notify any other place as its functional office from time to time. Forest & Environment Department would extend necessary logistic and budgetary support to the Unit. Its area of operation will be whole of Orissa and it will be an autonomous Unit. It may, however, also participate in research and consultancy activities even outside Orissa.

5. Aims and Objectives of the Unit :

The principal aims and objectives of the Unit are as follows:

- (a) To contribute to institutional arrangements with various Departments of Governments in adopting appropriate policy reform and adjusting their activities accordingly;
- (b) To effectively conduct policy analysis, think strategically and engage with Government Department authorities, stakeholders to facilitate policy reform;
- (c) To undertake pilot studies which would be designed and managed to test policy implementation option for future;
- (d) To commission/ outsource/ relevant studies and examine various issues/ concerns that impact Poverty and Forest Development;
- (e) To develop appropriate programmes/ projects/ policy options that will help reduce poverty and improve forest development;
- (f) To collect national and international best practices with regard to poverty reduction and improved life quality, adapt them to local conditions and disseminate the same to different stakeholders;
- (g) To generate usable knowledge and disseminate the same to different line Departments/ stakeholders with a view to improving policy regime and programme design;
- (h) To support informed decision-making within the Government of Orissa as regards poverty reduction, forest development and planning and adopting policy reforms;
- (i) To monitor and evaluate implementation of poverty reduction / forest development programmes/ projects and provide feed-back to the Forest Department/ user groups;
- (j) To forge closer links with civil society organizations/ voluntary sector and assist the State Government in developing appropriate policy framework and institutional arrangements; and

- (k) To undertake such other programmes/ activities as may be assigned to it by the State Government from time to time.

6. **Project Management and Steering Committee :**

The Project Management and Steering Committee of the Policy Analysis and Strategic Planning Unit shall be constituted as follows:

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| 1. Agriculture Commissioner- <i>cum</i> -Additional Chief Secretary. | ... | President |
| 2. Secretary to Government, F. & E. Department | ... | Member |
| 3. Secretary, Agriculture Department | ... | Member |
| 4. Special Secretary, P. & C. Department | ... | Member |
| 5. Secretary, Health & F.W. Department | ... | Member |
| 6. Secretary, Panchayati Raj Department | ... | Member |
| 7. Secretary, Rural Development Department | ... | Member |
| 8. Secretary, ST & SC Dev. Department | ... | Member |
| 9. Special Secretary, F. & E. Department | ... | Member-Secretary |

In addition, Management Change Advisers and Policy Analysis & Planning Advisers from PASPU may be nominated by the State Government to its Project Management and Steering Committee to advise.

7. **Powers and functions :**

Project Management and Steering Committee shall play a key advisory and monitoring role in the project –

- (a) **President:** The President will preside over the meetings of the Project Management and Steering Committee. He will exercise such other powers as may be entrusted by the Project Management and Steering Committee.
- (b) **Member-Secretary:** All executive and financial powers of the Unit shall vest in the Member-Secretary, who shall act as Chief Executive of the Unit. He shall be responsible for overall administration of the Unit and to discharge its assigned functions in accordance with prescribed procedures. He will monitor the progress and flow of funds for effective implementation of the assigned functions and programmes, seek administrative approval of the competent authority as per the delegation of powers from time to time, recruit and appoint staff, and exercise such other powers as may be entrusted by the Project Management and Steering Committee.

8. **Personnel of the Unit :**

The Unit shall have mainly two types of personnel: **Subject specialists** including a Management Change Advisor (Senior Technical Adviser), a Policy Analysis & Planning Adviser

(Technical Adviser) and experts/ specialists in Forestry, Rural Development, Livelihood Planning, and short term experts co-opted, and **support staff** including up to six data analysts, accounts officer, accountant and two peons. These staff shall be engaged for a period, initially not more than 2 years, either on deputation from State Government/ Central Government or outsource from service providers.

9. Powers and Functions of the Unit :

The Unit shall have the following functions and powers :

- (a) Nodal point for convergence in policy and implementation for different sectors impacting forests and related livelihoods.
- (b) A Human Resource Development and Management Strategy (HRDMS) comprehensively developed and implemented during the project period.
- (c) A communication strategy is to be set up and made operational.
- (d) Studies and implementation of the pilot projects aimed at developing and demonstrating pro-poor livelihood based approaches in forest related initiatives and enterprises.
- (e) Setting up project monitoring impact assessment system.

10. Subject to the general guidance and supervision by the State Government, the Unit will have full power regarding the management of its affairs.

11. The Unit will receive grants from State Government, Government of India or any other Agencies with the approval of the State Government and shall not, in any event, incur loans or create any liabilities which will devolve on the Government. The Unit shall also not lease or rent out, or in any way transfer possession of any land/premises or any movable property without the prior approval of the State Government.

It is ordered that the Resolution be published in the Extraordinary Gazette of the Orissa Government for the general information and copy be communicated to all the Departments of Government/ Heads of Department and other concerned.

By order of Governor

S.P. NANDA
Principal Secretary to Government